



**Rhode Island Executive Office of Health and Human Services  
3 West Road | Virks Building | Cranston, RI 02920**

**To:** All agencies, providers and direct support professionals serving Medicaid HCBS Participants

**Date:** January 14, 2026

**RE: Required Home and Community Based Services (HCBS) Provider and Direct Support Professional (DSP) Training**

Pursuant to the federal Home and Community Based Services (HCBS) quality assurance requirements under 42 C.F.R. § 441.302 for all Rhode Island Medicaid HCBS providers and direct support professionals, Rhode Island is mandating annual completion of the *Home and Community Based Services* training for anyone working directly with HCBS participants. Completion of this annual training is reported to Centers for Medicare and Medicaid Services (CMS) to ensure the State is complying with federal guidelines, specific to the HCBS program. Providers and direct support professionals working with HCBS participants must register for a TRAIN account (instructions included) to complete the annual training. Please review the included instructions for creating a TRAIN account, including course information, the course code to register, and contact information for assistance if needed.

Agencies working with HCBS participants are responsible for certifying that each of their relevant staff members completes this **required** annual training by verifying certificates of completion. An individual who works with more than one provider may use a single certificate. EOHHS validates the completion of this training by collecting an annual attestation from each provider agency. Additionally, personal care attendant individual completion will be monitored and audited using the TRAIN record. Each provider agency must submit said attestation (form is forthcoming), **by 1/31/2027**. Failure to submit this attestation, or submission of false information, may result in sanctions under 210-RICR-20-00-1.

Direct care workers and/or direct support professionals working for the following HCBS provider types are **required** to complete the training:

- Assisted Living
- Conflict-Free Case Manager (CFCM)
- Cognitive Disability Organization (CDO) and Developmental Disability Organization (DDO)
- Home Care
- Home Delivered Meal
- Shared Living
- Personal Choice
- Children's Respite

The training covers essential information related to HCBS and the Final Rule, including HCBS consumer rights, person-centered care, conflict free case management (CFCM), and critical incidents. Also included is information related to the No Wrong Door (NWD) approach for long term supports and services (LTSS) and how implicit bias can impact person-centered planning. The training was developed by an interagency team, using CMS guidelines to maintain compliance. Agencies working with HCBS

participants cannot adapt training materials into their own training curriculum. Employees of these agencies need to complete the training as is on the TRAIN platform. No alternative methods of completing this training are permitted.

Please reach out to your state agency program contact or [ohhs.ltssnwd@ohhs.ri.gov](mailto:ohhs.ltssnwd@ohhs.ri.gov) with any questions.